COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 1997 - JUNE 30, 1998

1.   DEPARTMENT/COURT INFORMATION:

Department/Court: El Cajon Municipal Court _____

Division/Unit: _____

2.   VOLUNTEER PROGRAM BENEFITS:

a.   GENERAL VOLUNTEER (this section should include community volunteer, student intern, groups, corporations, etc.)

| No. Vol. 30 | Hours 2,723 | x | $ 13.74 | = | $ 37,414 |

Types of work performed by GENERAL VOLUNTEERS in this category: _____

b.   INSTITUTIONAL VOLUNTEER (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

| No. Vol. 14 | Hours 1,130 | x | $ 12.84 | = | $ 14,869 |

Types of work performed by INSTITUTIONAL VOLUNTEERS in this category: _____

c.   SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity. These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

Position	Hours	x	VCL	=	Dollar Benefit
Pro-Tem Judge	1,160	x	52.30	=	$ 60,688
Law Student Intern	120	x	14.61	=	$ 1,753
		x			$
		x			$
		x			$

| No. Vol. 43 | Total Hours 1,280 | Total Value $ 62,441 |

Types of work performed by SPECIALIZED VOLUNTEERS in this category:. _____

The law student electronically organized the Judges' Library _____

d.   TOTALS OF DEPARTMENT VOLUNTEERS (from above):

No. of Volunteers	Hours	Dollar Benefit
2a: 30	2,723	$ 37,414
2b: 14	1,158	$ 14,869
2c: 43	1,280	$ 52,441
TOTALS: 87	**5,161**	**$ 114,724**

3.   DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items.   Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated	Value	Item Donated	Value
	$		$
	$		$
	$		$

TOTAL VALUES	-0-

4.   VOLUNTEER PROGRAM COSTS:

a   Cost of Direct Supervision of Volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 15   x   Rate 42.56   = | $ 638 |

b   Cost of Program Coordination (total hours of program coordination times hourly rate of coordinator(s).   This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

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Hours __194__ . x Rate __15.03__ __ __ =

$ __2,916__

c. Other program costs (volunteer Training materials/supplies, recognition costs, etc.):

Item	Cost
Supplies	100
Pro Tem Training Seminar	1,472

TOTAL OF OTHER PROGRAM COSTS = 1,572

d. TOTAL OF VOLUNTEER PROGRAM COST = (add 4a, 4b, and 4c)

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) $ 114,724

b. Total of Donations to Volunteer Program, Item 3 (Page 2) $ -0-

      ADD a + b $ 114,724

c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3)   ($ 1,572)

TOTAL PROGRAM BENEFIT $ 113,152

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6. **RECRUITING:**

Please describe your recruiting programs: To recruit for "general" volunteers to service

the Information Center we depend largely on "word of mouth" advertising and occasionally send a press release to the local newspaper. Legal interns are recruited by contacting the law schools. Pro-tem Judges contact the court directl and apply to be Pro-Tem Judges.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

General volunteers were increased from 24 to 30 in order to better serve the

public. A law student intern was utilized to electronically catalogue our

Judges' Library.

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 1998-99:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Three law interns will be sought during the spring, 1999 semester.

Otherwise, we intend to continue our volunteer programs as they are,

since they are operating quite effectively.

9. **GENERAL INFORMATION:**

Name of Person Completing Report: Rene Roberts

Phone Number: 441-4336 ___ Mail Stop S-11/ _____ E-Mail rroberms@co.san-diego.ca.us

Volunteer Coordinator: Michelle S. Longrin

Phone Number: 441-4336 _____ Mail Stop S-11/ _____ E-Mail clongtre@co.san-diego.ca.us

10. **DEPARTMENT CERTIFICATION:**

_____
DEPARTMENT HEAD SIGNATURE

_____
8/13/98 DATE

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